

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL WORK SESSION

October 10, 2006

The minutes of the proceedings of a work session of the City of Coos Bay, Coos County, Oregon, held at 7 p.m. in the Manager's Conference Room City Hall, 500 Central Avenue, Coos Bay, Oregon.

Those Attending

Those present were Mayor Joe Benetti and Councilors Jon Eck, Roger Gould, Jeff McKeown, and John Muenchrath. Councilors Kevin Stufflebean and Cindi Miller were absent. City staff present was Interim City Manager Joyce Jansen, Acting Deputy Recorder Jackie Mickelson, Public Works and Development Director Jim Hossley, Finance Director Janell Howard, and Police Chief Eura Washburn.

Review of the Recruitment Process for the City Manager Position

Interim City Manager Joyce Jansen explained a list of eight recruiting firms had been compiled for the Council's review. She commented the policies, criteria, and standards needed to be developed and the public given an opportunity to review and comment. Finance Director Janell Howard had included a salary range. Mayor Benetti asked the candidates for their comments. Mark Daily commented the pay needed to be increased. Mike Paturzo commented incentive or merit-based bonuses would encourage candidates. Gene Melton approved of the comparisons, but suggested reviewing the taxing district from the other cities. Stephanie Kramer agreed the salary needed to be increased. The Council discussed the various attributes they would like in a city manager which included not only being a good leader, but someone who is very creative and could help expand the area. The Council established a salary range of \$95,000 to \$125,000 per month and to consider incentive pay.

Review of the Recruiting Firms

Interim City Manager Joyce Jansen explained Finance Director Janell Howard had compiled a list of recruiters, expense fees, and time estimates; some of the firms have a guarantee of satisfaction for two years; and she was looking for a recruiter to help with the selection process. Councilor McKeown commented he would like them to also help with the final assessment and help develop interview questions. The Council discussed the benefits of the different recruiting firms, costs, and selecting three different firms to do a presentation or telephone conference. It was a consensus to have Bob Murray & Associates of Roseville, CA; McPherson & Jacobson LLC of Omaha, NE, and Waldron & Company of Portland, OR come to do a presentation. Mayor Benetti asked Ms. Jansen to contact the three recruiting firms and set up a meeting for them to do a presentation.

Adjourn

There being no further business to come before the Council, Mayor Benetti adjourned the meeting to October 17, 2006 in the Council Chambers at City Hall.

City Council Minutes – October 10, 2006

Joe Benetti, Mayor

Attest:

Jackie Mickelson, Acting Deputy Recorder